

REQUIREMENTS

All applicants need to have:

- o A Master's degree or higher from a regionally accredited university.
- Completed a state-approved Administrative program.
- o Three years Full Time Equivalency (FTE) certified Teaching or Special Service Provider experience.
- Mandatory Training requirements for all Type B applicants.

INSTRUCTIONS

PERSONAL INFORMATION

Enter all personal information in the spaces provided, including contact phone number(s) and email address. The Teacher Education & Certification Office will mail your certificate to the address that you provide. If you have held Alaska certification prior to this application and your name has changed, you will need to submit a photocopy of a legal document verifying the change with your application packet.

~NOTE: It is your responsibility to maintain current contact information on file with the Teacher Education & Certification Office. You may update your contact information online at https://education.alaska.gov/TeacherCertification/ContactChange/ or by emailing the Teacher Education & Certification Office at towebmail@alaska.gov.

Ethnicity & Definitions

Check the box that most appropriately applies to you.

- African American: A person (not of Hispanic origin) having origins in any of the black racial groups of Africa.
- Alaska Native: A person who is a descendant of a member of the aboriginal races inhabiting the state when annexed to the
 United States, or who is a descendant of an Indian or Eskimo who, since the year 1867 and prior to June 30, 1952, migrated
 into the state from Canada, and who is a descendant having at least one- quarter blood derived from these ancestors. This
 may include, for example, any person of Yup'ik, Inupiat, Aleut, Athabascan, Tlingit, Haida, or Tsimshian origin.
- American Indian: A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.
- Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- Caucasian: A person (not of Hispanic origin) having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- **Hispanic**: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- Native Hawaiian or Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Two or more races: A person who primarily identifies their ethnic heritage with more than one subgroup.

BACKGROUND INFORMATION

Answer the questions one through six (1-6) carefully and completely by answering "yes" or "no" to the questions as they apply to you. If the answer to any of these questions is "yes," provide a written, detailed explanation of the incident and sign it. It is not necessary to provide a written explanation of a minor traffic violation. Include a written explanation of incidents involving Driving While Intoxicated (DWI) or Driving under the Influence (DUI), no contest, guilty pleas and cases resulting in a suspended imposition of sentence.

NOTE: If a signed, detailed explanation is not provided for any "yes" answers to questions one through six (1-6) or if your explanation is not signed, your application will be returned unprocessed. Any falsification or deliberate misrepresentation, including omission of a material fact, in completion of this application can be grounds for denial of certification.

EMPLOYMENT STATUS

Please indicate if you have been offered a job, or have started your contract, with an Alaska school district, and the date your contract starts or started.

Phone: (907) 465-2831 Initial Administrative
Fax: (907) 465-2441 9/13/2017



PREVIOUSLY HELD ALASKA CERTIFICATION

Please list any Teaching, Administrative (Type B), or Special Service Provider (Type C) certificate you have previously held.

ENDORSEMENT REQUESTS

Request the endorsement(s) and grade levels in the appropriate section(s) below. Qualifying endorsements will only be granted if they have been requested in this section of the application. You may **only** request endorsement areas found on the "Endorsements List" located on page 5 of this packet. Endorsements will only be granted based on Alaska's endorsement requirements.

Specific Endorsement Requirements:

Superintendent endorsement: In addition to the completion of a superintendent state-approved program, a superintendent endorsement requires a minimum of five (5) full-time equivalent FTE of employment as a certified teacher or school administrator in an elementary or secondary program. Of those five years, at least three years or three (3) years FTE of employment must be as a certified teacher and one (1) year FTE of employment must be as a certified administrator. (4 AAC 12.345(1)(A) – Type C experience doesn't count toward the teaching experience requirement).

Special Education Administrator: In addition to the completion of a special education administrative state-approved program, a special education administrator endorsement requires three (3) years FTE of employment as a certified teacher in an elementary or secondary program.

FINGERPRINT CARD

When applying for certification in Alaska, you must submit one (1) fingerprint card with your application. The fingerprint card will be used to generate a criminal history report by the Alaska Department of Public Safety (DPS) and the Federal Bureau of Investigation (FBI). The criminal history report will be used as one part of the background check required for Alaska certification. The Teacher Education & Certification Office **cannot** accept criminal history reports completed by other entities, including other states and countries. For the purpose of certification in Alaska, criminal history reports must be completed by the Alaska Department of Public Safety (DPS) and the Federal Bureau of Investigation (FBI).

If there is an error on your criminal history report, you may request the DPS correct the information. To begin the correction process, you must complete and submit a "Request to Correct Criminal Justice Information" form. If the information believed to be inaccurate or incomplete in your criminal history was, or will be used to deny a right or privilege, DPS has 5 days to respond to the request or to forward it to the agency responsible for maintaining the requested criminal history information. If you have documentation on your criminal case, please be prepared to provide a copy at the time you request a correction to your record. It may help to expedite your request. One of the most common correction requests is to locate missing disposition information information. More concerning criminal history reports can be located at http://www.dps.state.ak.us/Statewide/background/default.aspx.

If you cannot obtain a fingerprint card locally, email the Teacher Education & Certification Office at tcwebmail@alaska.gov to request a card be sent to you via U.S.P.S. More information and instructions can be found at https://education.alaska.gov/TeacherCertification/fingerprints.html.

You must have your fingerprints rolled by a trained technician. The technician must sign and date the card in the appropriate space. All personal information must be filled in, including signature, residence, citizenship, sex, height, weight, race, eye color, hair color, date of birth, and place of birth.

Fingerprint Card Exceptions

If you currently hold an Alaska teaching, administrative, or Administrative certificate and are currently employed in a certified position by an Alaska public school district, you may be eligible to submit employment verification instead of an additional fingerprint card. If you have submitted a fingerprint card for a background check to the Teacher Education & Certification Office in the previous six months, you may be eligible to use your previous background check for this application.

If you have any questions concerning employment verification or a previous background check, email the Teacher Education & Certification Office at tcwebmail@alaska.gov.

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Fingerprint Card Checklist

If you are required to submit one (1) fingerprint card, Form FD-258 or similar, with your application, use the following checklist to make sure that all the required information on the fingerprint card has been completed.

- 1. Fingerprints must be rolled by a trained technician.
- 2. The technician must sign and date the card in the appropriate space.
- 3. All personal information below must be filled in:

☐ Signature	☐ Sex	☐ Weight	☐ Date of Birth
Residence	☐ Race	Eye Color	☐ Place of Birth
☐ Citizenship	☐ Height	☐ Hair Color	

RECORD OF TRAINING (COLLEGE & UNIVERSITY)

List all the colleges/universities you attended to complete your degree(s) and state-approved preparation program(s). Attach an additional sheet of paper if necessary. Your official transcripts must show the completion of at least a bachelor's degree from a regionally accredited university to qualify for Administrative certification. If you completed your degree outside of the United States, a complete, original foreign evaluation must be submitted with your application.

If you have completed the required Alaska multicultural (MC), Alaska studies (AK) and recency credit coursework, provide the requested information. If you have not completed the coursework, indicate the courses you plan to take and the anticipated dates of completion.

Notes:

- Official transcripts and/or foreign evaluations may be opened, but not marked on in any way. Unofficial, photocopied, electronic, scanned or faxed transcripts or evaluations will not be accepted.
- Do not request universities to submit transcripts directly to the Teacher Certification Office. If your application packet is missing any of your transcripts, your application will be returned unprocessed.

MANDATORY TRAININGS (PAGE 7)

You must have completed the four mandatory trainings within the five years prior to the date of application. Provide the following information concerning each of mandatory trainings. More information and the Mandatory Training Record Form is available at https://education.alaska.gov/teachercertification/mandatorytraining.html.

POSITIONS HELD

List all previous and current certified educational positions held. Provide all the information requested concerning each position. Attach an additional sheet of paper if necessary. List all previous and current certified educational positions held. Provide all the information requested concerning each position. Attach an additional sheet of paper if necessary.

Administrative certification requires at least three (3) years or three (3) FTE of employment as a certified teacher or special service provider. If you are using certified employment from outside of Alaska to satisfy this requirement, you must include a copy of your out-of-state certificate with your application packet.

Calculating the Full Time Equivalency (FTE). For a full-time position lasting a full school year, the FTE would equal one. For a half-time position lasting a full school year, the FTE would equal 0.50 or one half. For a half-time position lasting for half a school year, the FTE would be 0.25 or one quarter.

To satisfy this requirement, the applicant must provide a list of positions that total the required FTE. Substitute positions cannot be used to satisfy this requirement. Employment Outside of Alaska: If any of the positions you are using to satisfy the employment requirements were held in a state other than Alaska, a copy of your teacher, administrative, or special service provider certificate from the state where the employment was completed must be included with your application.

The out-of-state certificate must have been valid during the employment period. If your application does not provide sufficient evidence of the required certified employment, your application will be returned unprocessed.

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CERTIFICATE CHECKLIST

Use the certificate checklist to review your application packet before submitting it to the Teacher Education & Certification Office. The list includes all of the requirements and the corresponding documents that you will need to submit to the Teacher Education & Certification Office to qualify for certification. If you have questions about any of the required documents, please email the Teacher Education & Certification Office at <a href="mailto:texture-text-all-restriction-certificatio

NOTARIZATION

The application must be signed and dated by the applicant in the presence of a Notary Public or Postmaster. The application must be notarized by a certified Notary Public. If a Notary Public is not available to you, a Postmaster may sign, date, and stamp this affidavit. If any portion of this section is incomplete, your application will be returned unprocessed.

FEE SCHEDULE & ONLINE PAYMENT CENTER RECEIPT

The certification fee is \$200.00. The background check fee is \$60.00. If you are required to provide a fingerprint card, submit a total of \$260.00. You may pay with a credit card via the DEED Online Payment Center, cashier's check or money order (payable to EED). **Personal checks will not be accepted. Fees are non-refundable.**

If paid for via the Online Payment Center (https://education.alaska.gov/TeacherCertification/PaymentCenter), you must include the EED Payment receipt with your application.

SUBMIT YOUR APPLICATION

Mail a single application packet with all of the required items to the Teacher Education & Certification Office at the following address:

Department of Education & Early Development Teacher Education & Certification 801 West 10th Street, Suite 200 PO Box 110500 Juneau, AK 99811-0500

SCANNED OR FAXED APPLICATIONS WILL NOT BE ACCEPTED.

NOTES:

tcwebmail@alaska.gov

- If an item is missing or incomplete, your application packet will be returned unprocessed to the address you provide in the personal information section of your application.
- If you would like your original documents returned, you must include a self-addressed, stamped envelope with your application packet.
- We recommended that you send your complete application packets to the Teacher Education & Certification Office using one of the many tracking options that are available.

TIP: IT IS ADVISABLE TO KEEP A COPY OF THIS APPLICATION FOR YOUR PERSONAL RECORDS.

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SEAL OF THE INITIAL ADMINISTRATIVE (TYPE B) CERTIFICATION

PROGRAM VERIFICATION FORM

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PROGRAM VERIFICATION FORM

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Indicate which statement describes	your Alaska certification status.
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7.	I have never held an Alaska Admi I hold (have held) an Alaska certi		Alaska Teacher Certification Office	e (please list below):
	Certificate Type	Issue Date (s)	Certificate Type	Issue Date(s)

CERTIFICATE SELECTION

Use the lists of requirements under each certificate type to determine if you qualify for an Initial certificate. **Check the box** next the type of Initial certificate for which you are applying.

Certificate Selection – I am applying for:

	Prov	isional	/ 2-	Year
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Never held a Provisional Alaska Administrative certificate

-And-

Not eligible for reinstatement of a Regular Administrative certificate (expired more than a year ago).

☐ Regular / 5-Year

Official Transcripts showing

- o 3 semester hours of approved Alaska studies coursework
- o 3 semester hours of approved Alaska multicultural coursework
- o 6 semester hours of recency credit

☐ Reemployment / 1-Year

- * Has never held an Alaska Reemployment Administrative certificate
- Held an Alaska Administrative certificate that was valid for at least two years
- ❖ Not eligible for reinstatement of a Regular Administrative certificate
- Held an regular or provisional certificate that expired more than one year prior to application

REQUESTED ENDORSEMENTS

List all requested endorsements and grade levels. Qualifying endorsements will only be granted if they have been requested in this section of the application. You may **only** request endorsement areas found on the "List of Endorsements" located on page 12 of this application.

Please see the specific endorsement requirements for Superintendent and Special Education Administrator on page 2 of the instructions. You must provide evidence to meet those requirements otherwise the endorsement will not be granted.

PROVISIONAL/REGULAR: Endorsements may only be requested based on your Institutional or State Recommendation.

REEMPLOYMENT: Endorsements will only be granted based on your previous Alaska Administrative certificate.

ENDORSEMENT AREA	GRADE LEVEL(S)	ENDORSEMENT AREA	GRADE LEVEL(S)
1		2	
3		4	

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RECORD OF TRAINING (College & University)

List all colleges / universities you attended to complete your degree(s) and state-approved preparation program(s). Attach an additional sheet of paper if necessary.

COLLEGE OR UNIVERSITY	CITY, STATE	SEMESTER CREDIT HOURS EARNED *	SEMESTER/QUARTER ATTENDED

Items below are required **only** for the Initial 5-Year. If you are applying for the Provisional or Reemployment, this is for planning purposes only. Indicate the college or university where you have met, or plan to meet, the following coursework requirements.

REQUIREMENTS	COLLEGE OR UNIVERSITY	COURSE NUMBER(S)	DATE OR ANTICIPATED DATE OF COMPLETION
Three (3) semester hours of <u>APPROVED Alaska studies</u> (AK)			
coursework			
Three (3) semester hours of <u>APPROVED Alaska multicultural</u>			
(MC) coursework			
*Six (6) semester hours or nine (9) quarter hours of credit			
earned within the past five years (recency credits).			

^{*}If completed within the past five years, the two Alaska (AK / MC) classes can be used to meet the recency requirement.

POSITIONS HELD (See instructions on page 3)

List all previous and current certified educational positions below. Provide all the information requested concerning each position. Attach an additional sheet of paper if necessary.

Days per Year	District Name	City, State	Position Title	FTE
185	Lake & Peninsula SD	King Salmon, AK	Teacher	8
	Year	Year	Year	Year

MANDATORY TRAININGS

In the table below, provide the name of the training provider and the date of completion for each of the mandatory trainings. They must have been completed within the five years prior to the date of application and you **must** provide supporting documentation with your application, or have it on file with the Teacher Certification Office.

Mandatory Trainings	Training Provider (District or Organization)	Date Completed MM / DD / YY
Sexual abuse awareness and prevention		
Suicide awareness and prevention		
Alcohol or drug related disabilities		
Dating violence awareness and prevention		

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CERTIFICATE CHECKLIST (Instructions page 4)

You must submit all of the items required in a single application packet. If any item is missing or incomplete, the entire application packet will be returned unprocessed. Mark the checkbox next to each requirement to indicate the item is included in your application packet. Photocopied or faxed applications will not be accepted.

☐ Complete Application (pages 5 – 11)

Make sure all sections of the application are complete.

☐ Fingerprint Card

You are required to submit one (1) FBI Applicant fingerprint card (Form FD-258). If you cannot obtain the fingerprint card locally, email the Teacher Education & Certification Office to request a card be sent to you. Use the Fingerprint Card Checklist to make sure that all required information has been provided.

-OR-

Previous Background Clearance

If you have submitted a fingerprint card for a background check to the Teacher Education & Certification Office in the previous six months, email the Teacher Education & Certification Office at tewebmail@alaska.gov to determine if your previous background check can be used for this application.

-OR-

Employment Verification

Verification of current employment in a certified position in a public school district in Alaska.

You may submit a letter from the employing school district office, a salary placement statement or a photocopy of your current contract as verification.

- For Applications during the School Year: Submit employment verification for the current school year.
- For Applications during the Summer Months: Applications submitted prior to July 1st must include employment verification from the previous school year. Applications submitted after July 1st must include employment verification for the following school year.

Official Transcripts

Include official transcripts from the colleges and universities listed in the **Record of Training** section verifying a Bachelor's Degree or higher, from a regionally accredited college or university. If you completed your degree outside of the United States, a complete, original Foreign Evaluation must be submitted with your application. **Unofficial, photocopied, faxed or electronic documents will not be accepted.** Official transcripts or original Foreign Evaluation may be opened, but not marked on in any way.

☐ Mandatory Trainings (page 7)

Include evidence you have completed the four mandatory trainings during the five years prior to applying for certification. The following documents will be accepted as evidence:

- A record of training with signature of district superintendent or appointed designee or a dean of an accredited school of education;
- ❖ A certificate of completion of a training program approved by EED; or
- ❖ An official transcript showing the completion of a training course approved by EED.

*

The Mandatory Training Record Form is available at

https://education.alaska.gov/TeacherCertification/forms/Mandatory_Training_Record_Form.pdf.

State-approved Program Verification Form (pages 11-12)

An original verification form must be included with this application. The form is available at https://education.alaska.gov/TeacherCertification/forms/StateApprovedProgramVerification.pdf. If you completed your teacher preparation program outside of the United States, a complete, original Foreign Evaluation must be submitted with your application. **Photocopies/faxes will not be accepted.**

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Notarization
A Notary Public or a Postmaster must witness and verify your signature with a signature and stamp/seal. Photocopies of this page will not be accepted. If there isn't a Notary stamp, the page is invalid and your application will be returned.
Fees & Online Payment Center Receipt The certification fee is \$200.00. The background check fee is \$60.00. If you are required to provide a fingerprint card, submit a total of \$260.00. You may pay with a, credit card via the DEED Online Payment Center, cashier's check or money order (payable to EED). Fees are non-refundable. Personal checks will not be accepted.
If paid for via the Online Payment Center (https://education.alaska.gov/TeacherCertification/PaymentCenter), you must include the EED Online Payment receipt with your application.

NOTARIZATION (See instructions on page 4)

The application **must** be signed and dated by the applicant in the presence of a Notary Public or Postmaster. The application must be notarized by a certified Notary Public. If a Notary Public is not available to you, a Postmaster may sign, date, and stamp this affidavit.

State of Date (MONTH/DAY/YEAR) appeared before me whose (NAME OF APPLICANT)	I have read the IMPORTANT NOTES concerning the certificate for which I am applying. I understand the requirements to maintain my certification. If I do not satisfy the requirements, I understand that I will no longer hold Alaska certification and will not be eligible to hold a certified Administrative position in an Alaska public school.					
identification I have verified on the basis of	I certify under penalty of perjury that the statements made be me in this application are true and correct to the best of me knowledge. Further, I acknowledge that I have read and will adhere to the State of Alaska Code of Ethics of the Education Profession. This becomes part of my official record.					
(SIGNATURE OF NOTARY) My commission expires:	SIGNATURE OF APPLICANT DATE					

IMPORTANT NOTES (See instructions on page 4)

❖ PROVISIONAL / 2-YEAR

Within two years from the date that your application was received by the Teacher Certification Office, you must be eligible to apply for a Regular Administrative certificate. In order to be eligible, you must have official transcripts showing the completion of 3 semester hours of approved Alaska studies coursework, 3 semester hours of approved Alaska multicultural coursework and 6 semester hours of recency credit. To apply for a Regular Administrative certificate, you must submit in one application packet your Regular Administrative application and your official transcripts showing completion of the required coursework to the Teacher Certification Office. If you do not satisfy these requirements, you will no longer be eligible to be employed as a Administrative provider in an Alaska public school when your Provisional Administrative certificate expires.

❖ REEMPLOYMENT / 1-YEAR

When your Reemployment certificate expires, you must meet all requirements for and apply for a Regular Administrative certificate. If you do not satisfy these requirements and apply for a Regular Administrative certificate, you will no longer be eligible to be employed as a Administrative provider in an Alaska public school when your Reemployment Administrative certificate expires.

❖ REGULAR / 5-YEAR

Your Regular/5-year Administrative certificate is renewable. To renew a Regular Administrative certificate, you will need to complete six semester hours of renewal credit during the life of the certificate being renewed.

More information concerning the renewal process is available at

https://education.alaska.gov/TeacherCertification/forms/ReneworReinstateCertificates.pdf.

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REQUIREMENTS

In order to qualify for most Alaska certifications, the state-approved university-based educator preparation program where you complete your program must complete a verification form on your behalf. If you completed a non-traditional or alternative state-approved educator preparation program, the state agency with jurisdiction over the program must complete the verification form. The verification form needs to be submitted with your application packet unless you have previously submitted the verification form (previously called the Institutional or State recommendation) with another application.

If you have completed an educator preparation program outside of the United States, you will need to submit a complete, original foreign evaluation from an approved agency. More information concerning foreign evaluations can be found at https://education.alaska.gov/teachercertification/forms/Foreign_Evaluation_Info.pdf.

APPLICANT DIRECTIONS:

- 1) Complete the APPLICANT INFORMATION section.
- 2) Leave the remaining sections of the form blank. The university or state agency must complete all other sections.
- 3) If your educator preparation program is through a university, mail or fax the form and the list of endorsements (this page below) to the Dean or Certification Officer within the university's School or College of Education where you completed your program.

-OR-

If your educator preparation program was completed in a state-approved alternative route program, mail or fax the verification form and the list of endorsements to the state official who has the authority to verify your completion of a state-approved alternative route to educator certification.

UNIVERSITY OR STATE AGENCY DIRECTIONS:

- 1) Provide all of the requested information in the following sections of the state-approved program verification form provided by the applicant:
 - a. PROGRAM TYPE
 - b. PROGRAM STANDARDS
 - c. CLINICAL PRACTICE
 - d. DEGREE INFORMATION
 - e. CERTIFICATE/ENDORSEMENT INFORMATION
 - f. SIGNATURE
 - g. STAMP OR SEAL
- 2) If a Stamp or Seal is not available, complete all information using blue ink.
- 3) Please return the original state-approved program verification form to the applicant.

Photocopies or faxes will not be accepted.

Note: If you have any questions concerning the completion of the state-approved program verification form, email tcwebmail@alaska.gov for assistance.

Type B – Administrative Endorsements Available

Administration

Curriculum

Principal

• Director of Vocational Education

Superintendent

• Director of Special Education (Special Education Administrator)

Grade Levels

Pre K – Grade 12 Grades K – 8 Grades K – 12 Grades 7 – 12

IMPORTANT NOTE: Other grade level combinations are available. Grade levels reflect the range of grades for which your preparation program has been approved.

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INITIAL ADMINISTRATIVE (TYPE B) CERTIFICATION

PROGRAM VERIFICATION FORM

APPLIC	ANT INFORMATION											
Last Nan	ne	First Name		M.I.	La	st four (4)	digits of	Social	Security N	lumber		
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Mailing A	Address		City			State		Zip Co	de			
◇ TH	IE REMAINING SECTIONS	S ARE TO BE COMPLE	ETED BY TH	E STATE APPR	OVED P	ROGRAM,	NOI	THE AF	PLICAN	г.		
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	applicants must be e	ligible to gain a co	mparable (certificate or	endors	ement in	the s	tate th	at hold	s juriso	diction	over
	proved program.											
Certific	cations and endorsem	ents based on test	ting alone	cannot be us	ed for A	Alaska ce	ertifica	tion.				
PROGR	RAM TYPE: Indicate the	e type of state-app	roved edu	cator preper	ation pr	rogram:						
	Traditional program/U	Iniversity-based		on-traditiona	I/Unive	rsity-bas	ed	□ 1	Non-tra	ditiona	l (Alte	rnativ
PROGR	RAM STANDARDS: Spe	cify which standard	ds the app	roved progra	m meet	ts:						
	CAEP/NCATE/TEAC [Other:								
	CALF/NCATL/TLAC		us 🗀	Other.								
CLINICA	AL PRACTICE: Indicate	the type of supervi	sed clinical	practice requ	ired by	the state	-appro	ved pr	ogram a	and sat	isfied l	οy thε
applica	nt:							-				
	Student Teaching	☐ Internship) 🗆	Met requirer	nent th	rough a s	tate-a	pprov	ed alter	native		
	Field Experience	☐ Practicum		Other (Provid		_						
	Treid Experience							эсри	are pub			
Degre	E INFORMATION: Spec	cify the degree the	applicant	earned as pa	rt of the	e approv	ed pro	gram:				
□ в	achelor's	☐ Ed. Sp).		☐ No	degree .	/ certi	ficatio	n or en	dorsem	net O	NLY
□м	laster's or MAT	•	or Ph.D.		_	her						
CERTIF	ICATE/ENDORSEMENT	T INFORMATION: In	ndicate the	e certificate a	and/or	endorsen	nent a	reas ii	n which	the ap	plicar	ıt has
comple	eted the state-approve	ed educator prepar	ration or e	ndorsement p	orogran	n, and me	et all a	ssocia	ted test	ing red	quiren	ients.
Certif	icate/Endorsement A	rea				Grad	le Leve	el(s)	Dat	e of Co	mple	tion
1.												
2.												
3.												
4.												
	ing below, I verify the	applicant base										
by sigii												
1)	Satisfied all the requ				orepara	ition or th	ne end	orsem	ent pro	gram to	o be el	igible
	for certification/end	lorsement in the ar	reas listed	above;								
2)	Passed all the jurisd	liction's testing rec	quirements	s in place at t	he time	e the app	olicant	comp	leted th	ne prog	grams	listed
21	above; and	oto no do nodo no en .::!	ن د مد ما د	الطنير سمعهم	o w t i o ! · o -	العامة ومالية	0 c+-+					
3)	Maintained ethical s	standards required	of an edu	cator while p	articipa	iting in th	ie stat	e-appı	oved p	rogram	۱.	
Signatur	e of Certifying Official		Printed N	ame		Title					Date	
_D u.u.i	o or corenying official					THE						
Phone:	(907) 465-2831						S ⁻	tate-ap	proved	progran	n verifi	cation

State-approved program verification

INITIAL ADMINISTRATIVE (TYPE B) CERTIFICATION

PROGRAM VERIFICATION FORM

		- CONTINUI	ED ON NEX	Γ PAGE ·	-						
APPLICANT INFORMATION Last Name	First Name		M.I.	La	ast four (4) digi	ts of Socia	al Security N	lumber			
❖ THE REMAINING SECTIONS	ARE TO BE COMP	PLETED BY THE	STATE APPI	ROVED P	ROGRAM, N	OT THE A	APPLICANT	· •			
SIGNATURE INFORMATION											
Name of College/University/State A	gency	City			State	Reg	Regional Accrediting Association				
Signature of Certifying Official		Printed Name			Title		Date				
Phone Number			Fax Number			_					
Email Address											
INSTITUTIONAL OR STATE STA	AMP OR SEAL										

PLEASE RETURN THE STATE-APPROVED PROGRAM VERIFICATION FORM TO THE <u>APPLICANT</u>.

PHOTOCOPIES OR FAXES WILL NOT BE ACCEPTED.

Phone: (907) 465-2831 Fax: (907) 465-2441 tcwebmail@alaska.gov

IF NOT AVAILABLE, FORM MUST BE SIGNED IN BLUE INK